

**MILTON PUBLIC LIBRARY
MILTON, WI 53563**

**BOARD OF TRUSTEES
June 22, 2016
7:00 p.m.**

AGENDA

1. Call to order
2. Approval of Agenda
3. Approval of Minutes: May 25, 2016
4. Approval of Expenditures for June 2016
5. Director's Report:
 - a. President's Report on ALS activities
6. New Business:
 - a. Construction update
7. General Items
8. Next meeting: Wednesday, July 27, 2016
9. Motion to Adjourn

***Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the Library Director's office at 868-7462, 430 E. High Street., Milton, WI 53563*

**PROCEEDINGS OF THE
MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES**

May 25, 2016

Call to Order: The meeting was called to order at 7:01 P.M. by President Bill Wilson. Present: Lynda Clark, Jen Schuetz, Annette Smith, Rose Stricker, Bill Wilson, Director Lisa Brooks,
Excused: Deb Dean, Tim Schigur

Approval of Agenda: Stricker moved approval of the agenda as distributed, seconded by Schuetz. Motion was approved unanimously.

Approval of Minutes: Clark moved approval of the minutes of the meeting of the April 27, 2016 meeting as distributed, seconded by Smith. Motion was approved unanimously.

Approval of Expenditures: Director offered brief comments regarding a few specific items. Ashley did a session at the Wisconsin Library Association about the teen advisory board. Teen group received a video from their pen pals in Japan. Acceptance of the expenditure report was moved by Schuetz and seconded by Stricker. The motion was approved unanimously.

Director's Report

Fund raising meeting for the renovation went well. Parker Trust indicated next payment coming in June. College Alumni donations are coming in. Goal is between 400,000-450,000. Committee working on donations or reduced costs for furniture from SpaceSavers. Chairs are being ordered from Wakesha, and hoping to get media coverage on buying local.

Construction is going well. Front entrance construction starting soon. Demolition is done.

Library will need to close at least one more time in the summer for construction. Will have plenty of notice.

Jon and Sue Cruzan cleaned up the gardens at the underground library entrance.

Sue Cruzan is going to teach a class in the maker space about wood working. Continuing to look for community "experts" to present at the makerspace.

Teen Board still planning the Library Lope. Making a video for Japanese Pen Pals.

Mystery book club is growing.

June 16, 1:00 is summer reading kick off in front of the library.

School district office is letting the library use the large group meeting for the library programs.

Arrowhead Library System Report

No new items. Still working through the automation system. Great with the construction and sharing space during construction.

New Business

General Items

Dear Reader service will be starting soon. Service that allows for a catalog of furnishing needs so people can select and donate. Use the city council youtube channel to share construction and ask for donations. 4th of July celebration ask for support.

Public library will have a float at the parade.

The Next meeting will be held Wednesday, June 22, 2016 at 7:00 PM in the Arrowhead Library System offices in the lower level.

Adjournment

Clark moved adjournment and Stricker seconded the motion. The motion was approved unanimously and the meeting was adjourned at 7:36 PM.

Respectfully Submitted,
Annette Smith

Library Expenditures
June 2016

| | |
|---|------------|
| Amazon: Books & AV | \$ 957.83 |
| Baker & Taylor: Books | \$ 1741.76 |
| Corporate Business Systems Copier Lease | \$ 87.78 |
| Facebook: Advertisement | \$ 7.89 |
| Hedberg Public Library: Disc Resurfacing | \$ 142.56 |
| Badger Utility: Storage Unit Rental Fee | \$ 125.00 |
| IKEA: Staff Carts | \$ 80.99 |
| USPS: Postage | \$ 16.26 |
| JAX Custom Printing Summer Brochures | \$ 466.00 |

DIRECTOR'S REPORT

PROGRAMMING & ACTIVITIES

I attended the following meetings: city council, fundraising, library staff, and city department head.

Jayne and Ashlee visited all Milton grade and middle schools in May and early June to promote the Summer Reading Program. Brochures were also sent to every student in the school district.

Initial participation in Summer Reading is much higher than expected for being under construction. Registration is filling up for many of the programs. Over 300 people attended the Summer Reading Kick-off.

ACTIVITIES

Storytimes

| | |
|--------|----|
| May 4 | 33 |
| May 11 | 27 |
| May 18 | 28 |
| May 25 | 20 |

Children

| | | |
|--------|-------------------------------|----|
| May 10 | Magnet Science | 14 |
| May 23 | 5th Grade School Visit-SRP | |
| May 23 | Harmony School Visit-SRP | |
| May 24 | Consolidated School Visit-SRP | |
| May 25 | West School Visit-SRP | |
| May 25 | East School Visit-SRP | |
| May 26 | 4th Grade Visit-SRP | |
| May 27 | Drive-In Movie | 26 |
| May 16 | Northside Visit | 50 |

Teens

| | | |
|--------|---------------------------|-----|
| May 7 | DIY Dog/Cat Toys | 9 |
| May 26 | Literacy Club | 4 |
| May 23 | Northside Visit -SRP | 179 |
| May 25 | Middle School Visit - SRP | 550 |
| May 25 | MAYC | 8 |
| May 25 | TAB | 12 |

Adult

| | | |
|----------|-------------------|----|
| May 11 | Strings Attached | 5 |
| May 17 | Between the Wines | 48 |
| May 18 | Mystery Book Club | 12 |
| May 1-31 | MILTON READS | 8 |

May 1-31 Tech One-on-ones 6

May 1-31 Proctoring 3

UPCOMING

July 27 – Library Board Meeting

August 24 – Library Board Meeting